Minutes
NV IT Operations Committee (NITOC)

DATE	May 12, 2005
TIME	1:30 PM
LOCATION	Kinkead Conference Room, Carson City
RECORDER	Amy Douglas

ATTENDANCE

Chair Name	Present	Co-Chair Name	Present
Terry Savage, Chair		Kathy Ryan, Co-Chair	✓
Mike Hillerby, Chair, Strategic Plan		Perry Comeaux, Co-Chair, Strategic Plan	
Roberta Roth, Chair, ITPOC		Kathy Ryan, Co-Chair, ITPOC	✓
Janice Rhode, Chair, IT Workforce	✓	Kathy Comba, Co-Chair, IT Workforce	
Dave McTeer, Chair Enterprise Architecture	✓	Terry Savage, Co-Chair, Enterprise Architecture	
Teri J. Mark, Chair, NERC	✓	Linda Morrison, Co-Chair NERC	
Alan Rogers, Chair, Integration	✓	Vacant, Co-Chair, Integration	
Randy Potts, Chair, Security		Jerry Beauchamp, Co-Chair, Security	✓

Other attendees

Name	Name
Donna Crutcher	Alisanne Maffei

CALL TO ORDER
Kathy Ryan called the meeting to order at 1:36 pm.

REVIEW OF MINUTES AND AGENDA CHANGES
KATHY RYAN SUGGESTED THE DELETION OF ACTION ITEM #9 FROM THE MINUTES AS NOTHING HAD CHANGED SINCE THE SUBMISSION DATE OF JULY 11, 2002. THE MINUTES FROM THE APRIL 14TH MEETING WAS THEN ACCEPTED AS REVISED.

CHAIRMAN REPORT
Chairman Terry Savage was not in attendance.

DECISIONS[1]

Item No.	Decision

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[1] *Decision*: Reaching a conclusion… particularly in response to a course of action.

1.	POLICIES, STANDARDS AND PROCEDURES Co-chair Kathy Ryan explained the Information ITPOC standard on IT Project Manager Qualification and Selection. She answered questions from the Committee and Alan Rogers suggested that the standard pass with amendments. Kathy said that she would make the amendments and send the standard out to the Committee members before the next meeting.

COMMITTEE REPORTS

1.	**IT Project Oversight** – Kathy Ryan reported that the IT Project Delivery Framework document will be coming out soon. This document will define the basic phases of an IT Project.
2	**NERC** –Teri Marks reported that they are planning phases for CDIA training and certification.
3	**IT Work Force**- Janice Rhode reported that the Committee is developing a scoring system for the survey for CNT and CNS positions. The committee will be meeting on Thursday, May 19.
4.	**Integration –** Alan Rogers reported that they are close to sending the letters out for IT representation. He commented that by the next NITOC meeting, they should have a committee established.
5	**Strategic Planning** – No report given. Their next meeting is at the end of June.
6	**Enterprise Architecture** –Dave McTeer reported that the committee has not had a meeting since the last NITOC meeting. He said that that the committee is developing an Architecture Advisory Group that will be a higher level to look at issues that will then go to the Enterprise Architecture.
7.	**Security**- Donna reported that Security is getting 5 new positions – 2 in July and 3 in October. She said that the July positions will go to Disaster Recovery and Awareness and the October positions will go to Assessment, Disaster Recovery, and Accreditation/Assessment. She also reported that Randy's upgrade to an ISM III was approved. The IT Workforce has asked that they establish a 4-tier Information Security class series. Donna said that they will be working with Personnel to do so.
8.	**NCSC –** No report given.

ACTION ITEMS[2]

Item	Opened	Description	Assigned	Due	Closed

OTHER ISSUES
None

ADJOURNMENT
The meeting was adjourned at 3:00 pm.

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[2] *Action Item*: A commitment to complete an action or an assignment.